FOR ACTION: Create Temporary Principal-Elementary Special Projects Position and Authorize Transfer to Fill Position

Recommendation

It is recommended that the Board of School Trustees approve the creation of a temporary position Principal-Elementary Special Projects for the remainder of the 2007-2008 school year and if needed for the 2008-2009 school year, and authorize the transfer of Jennifer Baker into this position effective March 17, 2008, at her current contract terms.

It is further recommended that the Board of School Trustees approve the appointment of Betsy Walsh as acting principal at Grandview Elementary for the remainder of the 2007-2008 school year. The appointment is a half-time (.5) position and the salary will be in compliance with the Administrators’ Agreement. Eric Gilpin, Assistant Principal at Batchelor Middle School, will also serve as a part-time assistant principal at Grandview Elementary to assist Ms. Walsh during the remainder of the 2007-2008 school year.

Background Information

Board Policy 3111 – Creating A Position – states that the “School Board recognizes the need to establish positions which, when filled by competent, qualified professional staff members, will assist the Corporation in achieving the education goals set by the Board.” This policy further states that the “Board reserves the right to create new positions and provide each with a job description clearly descriptive of the duties for which the position was created and provide each with a title that conforms with the appropriate certification insofar as possible; specify the number of persons to be employed with each job category; and set the initial salary for a new position not currently covered by a valid salary schedule.” “The Board shall, upon the advice of the Superintendent, consider the advisability of creating a new position or of increasing the number of professional staff members in an existing position.”

A temporary need exists in the Departments of Instruction, School Operations and Special Education. The needs to be addressed are described in the attached job description.